

## Types of Vocational Education Available to TANF Clients

There are a variety of types of vocational education programs that would be allowed under the definition of vocational educational training (core activity 20 hours per week, job skills related to employment, and education related to employment (non-core 10 hours per week).

These include:

- **Vocational associate degree programs** consist of both academic and vocational for-credit course work that usually requires about 60 credits. Completion of these programs can provide an associate of arts (AA), associate of science (AS) or associate of applied science (AAS) degree in fields defined as vocational. Common fields of study include: agricultural business and production, business, computer and information science, engineering, health-related professions, communication technologies, personal services, protective services, construction, automotive technology, and transportation. Associate degree programs can take two or more years to complete. Because they generally combine coursework with actual work, some portion could be counted as vocational educational training, while some could be counted as on-the-job training (if paid) or work experience (if unpaid). (See Table 1.)
- **Instructional certificate programs** are generally programs designed to upgrade job-related skills. These programs generally require about one year to complete and, compared to associate degree programs, involve far less, if any, academic courses. However, certificates can be of varied duration and can be earned for quite diverse activities. Examples range from a floral arranging program lasting only a few weeks to a two-year certificate program in airframe and power plant. Like associate degree programs, these certificates are awarded by institutions based on credits accumulated. (See Table 1.)
- **Industry skill certifications** are industry-developed certificates for students who demonstrate specific skills, often through a test. Preparation for these tests includes self-study and courses offered at postsecondary institutions and other training providers.
- **Noncredit course work** is designed to accommodate those who want specific job-related skills. For example, this could include: Introduction to Windows 98 (3 hrs), Introduction to Fiber Optics (20 hrs), Catering and Food Preparation (96 hrs), and Real Estate License Exam Preparation (20 hrs). The amount of time to complete the coursework for a specific skill can vary significantly and can consist of stand-alone courses or sequenced courses in a nondegree-granting program.

**Table 1**  
**Illustrative Offerings of Vocational Associate and Certificate Programs**

<b>Associate in Science</b>	<b>Vocational Certificate</b>
Accounting	Airframe and Power Mechanics
Architectural Design	Auto Collision Repair
Automotive Service Management	Automotive Machine Shop
Aviation Operations	Automotive Service Technician
Building Construction Technology	Barbering
Business Administration	Brick Masonry
Business Marketing Management	Carpentry
Civil Engineering Technology	Child Care Center Operator
Computer Engineering	Corrections Officer
Criminal Justice Technology	Cosmetology
Culinary Management	Credit Union Service Marketing
Dental Hygiene	Dental Assisting
Drafting and Design	Electricity
Early Childhood Management	Facials Specialty
Electronics Technology	Heating and Air Conditioning
Fire Science Technology	Massage Therapy
Graphic Design Technology	Medical Secretary
Interior Design	Nails Specialty
Legal Assisting	Network Support Services
Medical Laboratory Technician	Office Systems Specialist
Nursing, Registered Nurse (RN)	Paramedic
Radiography	Plumbing
Respiratory Care	Practical Nursing
	Teller Training
	Travel Agency Operations
	Webmaster and Web Development